

DEPARTMENT OF
DEFENSE, VETERANS AND EMERGENCY MANAGEMENT
Military Bureau
Joint Force Headquarters, Maine National Guard
Camp Keyes, Augusta, Maine 04333-0033

1 September 2015

TECHNICIAN POSITION VACANCY ANNOUNCEMENT #15-102

POSITION: IT Specialist (NETWORK) (D0262000) (GS-2210-09/11) EXCEPTED POSITION

LOCATION: Deputy Chief of Staff, Information Management (DCSIM), Camp Keyes, Augusta, Maine

SALARY RANGE:

\$55,119 to \$71,651 per annum **GS-09**

\$60,532 to \$78,692 per annum **GS-11**

CLOSING DATE: 25 September 2015

AREA OF CONSIDERATION:

Area I – All Permanent and indefinite Enlisted and Warrant Officer (**CW3 and below**) Excepted Technicians in the Maine Army National Guard and personnel with reemployment rights to MEARNNG positions.

Area II – All Enlisted and Warrant Officer (**CW3 and below**) members of the Maine Army National Guard.

PERMANENT CHANGE OF STATION (PCS): PCS expenses may not be authorized for this position. Authorization for payment of PCS expenses will be granted only after a determination is made that payment is in the best interest of the Maine National Guard.

DUTIES: See attached duties and responsibilities.

QUALIFICATIONS: This position may be filled at the GS-09 or GS-11 grade. If filled at the GS-09 grade, the individual selected may be promoted to GS-11 grade without further competition when it has been determined that the individual meets the qualifications required for promotion to the higher grade.

MINIMUM QUALIFICATION REQUIREMENTS: Each applicant must show how they meet the General and Specialized Experience listed below; otherwise, the applicant may lose consideration for this job.

GENERAL EXPERIENCE: Technical, analytical or administrative experience which has demonstrated the applicant's ability to analyze problems of organization, workforce, information requirements, etc. and provide systematic solutions; and the ability to deal satisfactorily with others.

SPECIALIZED EXPERIENCE: Must have twenty-four (24) months experience for GS-09 and thirty-six (36) months of experience for GS-11 level, which required the applicant to acquire and apply each of the following knowledge, skills, and/or abilities:

GS-09

1. Knowledge of network device configurations and connectivity tasks.
2. Knowledge of network operating systems and concepts to troubleshoot information technology problems.
3. Ability to plan the sequence of actions necessary to accomplish the network task.
4. Ability to identify and resolves network related problems; Responds to customer requests for assistance, ensuring trouble reports are handled expeditiously.

GS-11

1. Knowledge of procedures and corrective action to optimize network performance.
2. Skill in installs, configures and monitors tested and evaluated software packages that provide performance measurements of the WAN/LAN.
3. Skill in planning the sequence of actions necessary to accomplish the assignment where this entailed coordination with others outside the organizational unit and development of project controls.
4. Skill in preparing documentation on cost/benefit studies where is involved summarizing the material and organizing it in a logical fashion.

NOTE: Position requires a secret clearance. **Applicants must provide documentation of a secret clearance.**

Substitution of Education for Specialized Experience –At the GS-9 level, a masters or equivalent graduate degree or 2 full years of progressively higher level graduate education leading to such a degree may be substituted. At the GS-11 level, a Ph.D. or equivalent, or 3 years of progressively higher level graduate education leading to such a degree. Graduate Education: Degree in computer science, engineering, information science, information systems management, mathematics, operations research, statistics, or technology management or degree that provided a minimum of 24 semester hours in one or more of the fields identified above and required the development or adaptation of applications, systems or networks.

COMPATIBILITY CRITERIA: WMOS: 255N, 255A, 255S
MOS: 25B, 25U, 25N, 25Z, 25S

ADDITIONAL REQUIREMENT: As a condition of employment, individuals have 6 months in which to complete and receive the SEI 264 (for the level and grade at which the person is serving) mandated by DoD Career Development Program for Information Assurance Workforce Improvement Program (DoD 8750.01M).

HOW TO APPLY: Detailed instructions are contained in an Instruction Guide titled "Technician Vacancy Announcement Guide" which should be posted with this vacancy announcement. Applicants may apply using the OF Form 612 Optional Application for Federal Employment, a resume, or any other format they choose. In addition to their basic application, applicants are strongly encouraged to complete ME Form 171, Military Experience and Training Supplement. Applications forwarded to HRO should be no more than eight (8) pages although additional pages may be submitted as necessary. Applications should include written or documented proof of education, training, and work experience deemed necessary to adequately respond to general and specialized experience factors listed in the TPVA. Professional licenses or education transcripts necessary to validate qualifications should be submitted as required in the TPVA. Do not include photo copies of awards (a military ribbon rack or civilian certificate), letters of commendation, enlisted or officer performance reports, Technician performance appraisals, and personal photos unless specifically requested in the TPVA". Applications must be forwarded to: Joint Force Headquarters, ATTN: HRO, Camp Keyes, Augusta, Maine 04333-0033, NOT LATER THAN the closing date. Applications received AFTER the closing date WILL NOT BE CONSIDERED. The use of government envelopes, postage or facsimile machines to submit applications is prohibited. We are allowed to receive facsimiles sent from non-government facsimile machines. The inter-office distribution system may be used. You may also e-mail it to: ng.me.mearng.list.hro-applications@mail.mil

APPOINTMENT: Selectee will be required to participate in Direct Deposit/Electronic Funds Transfer as a condition of employment. The Adjutant General retains exclusive appointment authority for Technicians. No commitment will be made to any nominee prior to a review of qualifications by this office. The Maine National Guard is an Equal Opportunity Employer. All appointments and promotions will be made without regard to race, color, creed, sex, age or national origin.

DISSEMINATION: Supervisors/Commanders please post to bulletin boards, read at unit formations and notify personnel who may be interested. Qualified personnel who may be absent during this announcement period due to ADT, AT, TDY, school, illness, etc., should be notified.

WORK: DSN 626-6013/COM (207) 626-6013 FAX: DSN 626-4246/COM (207) 626-4246

FOR THE HUMAN RESOURCES OFFICER:

//s//
LISA M. SESSIONS
MAJ, AG
Human Resources Specialist

(Recruitment & Placement/Compensation)

25.

a. INTRODUCTION

This position is located in an information management organization. The purpose of this position is to function as a technical specialist on issues relating to the wide area network (WAN) and local area network (LAN) systems and their integration in the network. The work involves network administration, optimization and performance in support of the supports the state's wide area command and control integrated network.

This position requires military membership. In accordance with DA Pamphlet 611-21 and AFMAN 36-2108, the incumbent performs duties necessary to accomplish information technology management functions in support of command, control, communications and computers (C4) programs essential to state information management daily operations, training, and readiness missions.

b. DUTIES AND RESPONSIBILITIES

--Performs a variety of network device configuration and connectivity tasks.

--Executes procedures and coordinates corrective action to optimize network performance. Installs, configures and monitors tested and evaluated software packages that provide performance measurements of the WAN/LAN.

--Implements the standard configuration software loads for all network devices. Utilizes benchmarks and performance measurement and evaluation data to manage network servers and data communication devices to support normal and surge workload. Works with technical support personnel in resolving critical problems.

--Uses remote management software tools to maintain and update configuration, protocol and user/system files.

--Documents and tracks change to configuration, protocol and user/system files.

--Executes appropriate action to ensure backup processes are completed.

--Evaluates the performance of network devices such as servers, workstations, and peripheral devices, and remote access systems.

--Coordinates the development and implementation of configuration management plans for complex LANs and WANs with supported elements to include headquarters staff elements, tenant activities, state government, regional operating activities and national agencies.

--Implements plans and procedures for remote installation of applications and upgrades using state of the art software distribution methods.

--Monitors distribution of applications and upgrades ensuring compliance with regulations and copyright laws.

--Implements procedures to ensure accurate records of authorized users of distributed software are maintained.

--Implements the standard operating procedures for all devices on the network.

--Reviews and evaluates proposed software. Provides input to briefings and presentations on the complexities of the installation networks. These briefings provide the basis for long-range decision planning relating to C4 network project management.

--Analyzes equipment and software reliability and utilization reports to identify and define problem areas and to establish end-to-end systems performance levels.